

Planning and Zoning Commission Work Session Minutes
February 20, 2020
Conference Room 1B - 1st Floor City Hall

ATTENDANCE:

Commission Members Present: Burns, Carroll, Loe, MacMann, Rushing, Russell, Stanton, Strodman, Toohey,
Commission Members Absent: None
Staff: Smith, Caldera, Teddy, Zenner

TOPICS DISCUSSED

New Business –

- Building Permit Report – December 2019 & January 2020

Mr. Zenner provided the building permit report and explained the new report types that had been provided with the agenda. He noted that the new 3-year month to month report was only two years since we didn't have 3 years of data collected yet. Commissioners indicated they understood the limitations.

Mr. Zenner also stated that he could produce a current and prior FYTD report that would provide Commissioners with a better picture of where the City was in permitting revenue if they desired. Commissioners indicated that this was a good idea and stated that they would still like to receive all the reports that they were currently getting. Mr. Zenner noted he could do this for the next permit report cycle which would be presented at the end of March and that to produce the new report would involve little additional effort given the report functionality of the new permit software.

- Short-term Rental (STR) Ordinance Remand Review

Mr. Zenner presented the topic and provided the Commission with a general overview of the proposed changes and the proposed public hearing meeting procedure. He indicated that there had been public input received relating to the proposed consolidated draft; however that the public comment would be distributed with the PZC meeting packet to allow for all comments to be considered at the same time instead of piece meal. He further noted that he had been contacted by Commission Carroll regarding potential amendments to the consolidated draft.

Mr. Zenner explained that it was staff understanding that Council was seeking a vote on the draft "as published". Staff would not be preparing amendments to the published draft and that the Commissioners needed to vote on what was before them. Mr. Zenner offered suggestions on how amendments to the draft should be handled during the public hearing and also noted that all discussion/testimony on the draft will be captured in the Commission's meeting minutes. He recommended that amendments would be handled in the same manner as they were with the medical marijuana ordinance.

Mr. Caldera recommended that if the Commissioners were to oppose the ordinance they should make clear their points of opposition for the record and that if motions were made to offer recommended changes that would be acceptable. He noted that he agreed with Mr. Zenner that the consolidated draft could not be specifically amended. Commissioners discussed this procedure and agreed that it was most appropriate.

There was additional discussion of each of the proposed amendments and Commissioners discussed the pros and cons as well as their concerns. Of greatest issue to several Commissioners was the removal of the occupancy limits being tied to the zoning classification (3 or 4 unrelated individuals), how the "host" of an STR would be accounted for within the new "blanket" standard of 2 guests per bedroom, the relaxation of the administrative approval process, and the ability for a non-hosted STR to be eligible for administrative approval if it agreed to only have guests for 95-days a year.

Mr. Zenner noted that the purpose of the work session was to apprise the Commissioners of the amendments and allow them to discuss the impacts of the Council changes prior to the March 5 public hearing. He further noted that if Commissioners had amendments that they believed would address specific issues in the ordinance and that if they were adopted it would change their opinion on the ordinance they should come prepared to share those with the Commission on March 5. Mr. Zenner suggested it would be best to vote on each amendment offer by Council on one-by-one basis or in blocks and that a final "up" or "down" on the ordinance should be taken. Following this process, Commissioner recommended amendments could be offered for Council consideration.

Commissioners acknowledged that the suggested course of action was appropriate and indicated they would come to the meeting prepared.

ACTION(S) TAKEN: A motion to approve the agenda was made by Commissioner Russell, seconded by Commission MacMann. A motion to approve the February 6 work session minutes, as presented, was made by Commissioner Russell; seconded by Commissioner Strodtman. Meeting adjourned at approximately 6:58 p.m.